

Legislative Fiscal Analyst Positions

The Senate Finance Committee of the Virginia General Assembly is seeking two skilled and highly motivated individuals to join its professional, non-partisan staff. The Senate Finance Committee handles all tax policy and retirement legislation, as well as legislation that impacts state and local revenue and state program costs. The Committee is responsible for evaluation and development of the state biennial budget for the Senate of Virginia.

The successful candidates will work in a team setting and regularly interact with legislators and other high-level decision makers in state and local government and the private sector.

Primary responsibilities for one position include national and state economic analysis; development of a biennial revenue forecast for the Senate; monthly and quarterly monitoring of revenue collections; coordinating the flow of legislation assigned to the Committee, to include policy analysis and bill movement; analysis of assigned budget-related activities and special projects.

Primary responsibilities for the second position include analysis and year-round monitoring of agency programs and operations in the assigned areas of the state budget; assistance to Senate Finance subcommittees in evaluating and developing the biennial budget for the assigned areas; and fiscal analysis of proposed legislation that impacts the relevant programs. Experience in the fields of compensation and benefits, economic development, transportation or education is a plus, but is not required.

Desirable skills for these high-level positions include strong quantitative skills, to include statistical and forecasting capability; the ability to handle multiple assignments with a high degree of accuracy and with minimum supervision, and the ability to meet tight deadlines, particularly during the legislative session. Excellent writing and communication skills are essential.

Individuals with a bachelor's degree and at least five years of experience in state, local or federal budget and/or policy analysis, with strong quantitative skills, are invited to apply. Preference will be given to candidates who have

obtained a master's degree in business administration, public administration, public policy, economics or other related field.

The salary for this responsible, highly visible position is commensurate with qualifications and experience. A full range of fringe benefits is also provided.

Application review will begin July 1, 2015, and continue until the positions are filled. Any applications received within the past twelve months will be considered for these positions unless otherwise notified. To apply, send a cover letter explaining qualifications, a resume, and a work-related writing sample to the Senate Finance Committee, 10th Floor, General Assembly Building, 201 North 9th Street, Richmond, Virginia 23219. Submissions via email to: mmayes@sfc.virginia.gov. EEO.